



**Minnesota State University, Mankato** HOLD and CLEAR buttons only compatible with Acrobat V. 4 and 5  
**Curriculum Proposal**

Please type or select the requested information. Print completed forms, add appropriate paper attachments, and route through MSU's curricular process for recommendations and decisions.

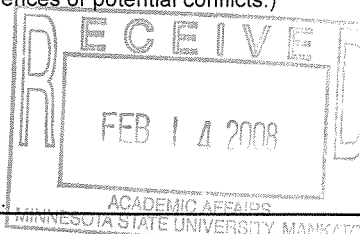
(Check all that apply):		Proposal # <u>278</u>						
College: <u>Allied Health and Nursing</u>	<input checked="" type="checkbox"/> Undergraduate	Effective Date of Change:						
Department: <u>Human Performance</u>	<input type="checkbox"/> Graduate	Academic Year <u>07-08</u>						
Program: <u>PE Major Sport Management Option</u>	CIP # _____	(For Office Use Only)						
Type of Change: <u>PROGRAM PROPOSALS</u>		<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Course Designator and Number</th> <th>Number of Credits</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Course Designator and Number	Number of Credits				
Course Designator and Number	Number of Credits							
Proposed: <u>Redesign--Add/Delete Program Option</u>		(if applicable)						
Title Current: <u>PE Major (Non-Teaching) Sport Management Option</u>								
Title Proposed: _____								
24-Char. Abbrev: _____								
<p><i>Include a course or program description for the Bulletin (30-40 words maximum for courses, 100 for programs):</i></p>  								
<p><i>Rationale or Justification for change:</i></p> <p>See Attached</p>								

**\*\*\*For General Education or Cultural Diversity Courses Only\*\*\***

<p align="center"><b>General Education Course:</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>GE Category #</th> <th>GE Category Name (Maximum of 3 Categories)</th> </tr> </thead> <tbody> <tr> <td align="center">N/A</td> <td> </td> </tr> <tr> <td align="center">N/A</td> <td> </td> </tr> <tr> <td align="center">N/A</td> <td> </td> </tr> </tbody> </table> <p>? For Writing Intensive Courses, attach a description of the kind and quantity of writing.          ? For Upper Division Courses, include a description of the respects in which it is broad and general rather than narrow and specific, and so suitable as GE.</p> <p>Attach paper copies of the following:</p> <ol style="list-style-type: none"> <li>Syllabus or course outline.</li> <li>Course's student learning outcomes associated with each GE competency or CD designation.</li> <li>List of strategies to be used to assess students' achievement of each GE competency or CD designation.</li> </ol>	GE Category #	GE Category Name (Maximum of 3 Categories)	N/A		N/A		N/A		<p align="center"><b>Cultural Diversity Course:</b></p> <p align="center">(Please check one.)</p> <p><input type="checkbox"/> Core (At least 75% devoted to topics of race, gender, sexual orientation, age, class, and disabilities as they occur in United States Society.)</p> <p><input type="checkbox"/> Related (At least 25% devoted to the above topics or to a global perspective on topics related to African American, Asian, Hispanic, and Native American inhabitants of the United States.)</p>
GE Category #	GE Category Name (Maximum of 3 Categories)								
N/A									
N/A									
N/A									

**\*\*\*For New Courses\*\*\***

(Check all that apply): <input type="checkbox"/> Course is an elective. <input type="checkbox"/> Course is required for program <input type="checkbox"/> Pre- or Co-requisites: <input type="checkbox"/> Other courses are being changed or eliminated. (Explain.) _____	Instructional Type: <u>Lecture</u> Grading Format: <input type="checkbox"/> Grade <input type="checkbox"/> P/N _____ _____	Course will be offered: <input type="checkbox"/> Fall Semester <input type="checkbox"/> Spring Semester <input type="checkbox"/> Summer Session
<input type="checkbox"/> Course content or title is similar to courses in other departments. (Attach copy of letter of agreement with other program(s) contacted. Indicate the nature of the discussions and/or resolution of differences or potential conflicts.)		
Attach paper copies of the following: <ol style="list-style-type: none"> <li>Syllabus or course outline.</li> <li>Course's student learning outcomes.</li> <li>A list of resources required to offer and support this course.</li> <li>A description of how teaching this course will affect department staffing.</li> <li>If 400/500 level course, an explanation of added expectations of graduate students.</li> </ol>		





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**\*\*\*For Program Proposals\*\*\***

Attach paper copies of the following:

- a. Student learning outcomes for the program.
- b. Minutes from department and college curriculum meetings in which action was taken on this proposal.
- c. Program Assessment Plan. Forms are available on the Academic Affairs Web site:  
<http://www.mnsu.edu/acadaf/pra/forms/>
- d. List of program requirements for **New** programs, or a list of **Current** and **Proposed** program requirements for **Redesigned** programs.
- e. A list of resources required to offer and support this program.
- f. A description of how offering this program will affect department staffing.
- g. A list of additional library holdings required for this program.

Please include rationale for any proposed changes in number of program credits:

**\*\*\*For Programs Requiring MnSCU Approval\*\*\***

If any of the following changes are proposed, please fill out and attach MnSCU Program Approval Forms, which are available on the Academic Affairs Web site:

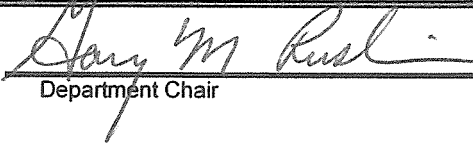

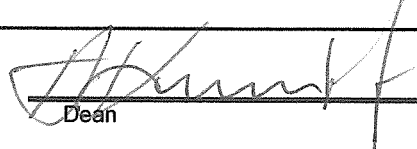
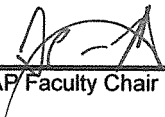
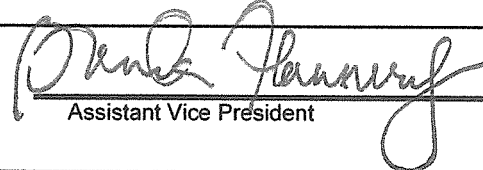

<http://www.mnsu.edu/acadaf/Curriculum/currfirmsprocess.html>

1. **Creation** of an entirely new program.
2. **Redesign** of existing programs, which takes any of the following forms:
  - ⌘ Addition or deletion of a program option. Options are part of program design in which 30-50% of the courses are required as part of a common core for all students, and which offers curriculum alternatives greater than 30% of the total number of credits in the major. Options are appropriate to baccalaureate or masters programs.
  - ⌘ Addition or deletion of a program emphasis. Emphases are part of program design in which more than 50% of the courses are required as part of a common core for all students, and which offers curriculum alternatives with a minimum of nine credits. Emphases are appropriate to associate and baccalaureate programs.
  - ⌘ Change in program name.
  - ⌘ Change in program CIP #.
  - ⌘ Change in TOTAL program credits.
  - ⌘ Change in degree award. For example, changing a B.A. to B.S.
  - ⌘ Creation of a new degree award in a related academic area. Examples include creation of a certificate program from an existing degree program, or a new degree program from an existing degree program (e.g., Art History BA from Art BA.)
3. **Relocation** of an existing program. This is a proposal to move an existing program from one site to be exclusively offered at another site, and requires closing the program offered at the original site. For example, a program offered both on-campus and through extended campus is to be offered only at the extended campus site.
4. **Replication** of an existing program. This is a proposal to offer an existing program at a new site, which may be an existing MnSCU-approved site, or another campus of the same institution. Replicated programs are offered at both the original site and the new location.
5. **Suspension** or **reinstatement** of a program. This proposal suspends admission of students into an existing program, and is good for three years. Reinstatement proposals request the reopening of student admissions into a given program.
6. **Closure** of a program. This proposal requests closure of an existing program and its from an institution's official inventory of academic programs. Unless a department seeks to re-open a suspended program, it should be closed within three years of suspension.



**Minnesota State University, Mankato  
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\*\*\*Signature Page\*\*\*

<b>Department</b>		
<input checked="" type="checkbox"/> Recommended (Category/ies _____)	 Department Chair	2/12/08 Date
<input type="checkbox"/> Not Recommended (Category/ies _____)		
Comments:		
<b>College Curriculum Committee</b>		
<input checked="" type="checkbox"/> Recommended (Category/ies _____)	 Committee Chair	2-13-08 Date
<input type="checkbox"/> Not Recommended (Category/ies _____)		
Comments:		
<b>College Dean</b>		
<input checked="" type="checkbox"/> Recommended (Category/ies _____)	 Dean	2/14/08 Date
<input type="checkbox"/> Not Recommended (Category/ies _____)		
Comments:		
<b>General Education Subcommittee</b>		
<input type="checkbox"/> Recommended (Category/ies _____)	_____	General Education Subcommittee Chair
<input type="checkbox"/> Not Recommended (Category/ies _____)		
Comments:		
<b>Undergraduate Curriculum and Academic Policy Committee</b>		
<input checked="" type="checkbox"/> Recommended (Category/ies _____)	 UCAP Faculty Chair	4/1/08 Date
<input type="checkbox"/> Not Recommended (Category/ies _____)		
Comments:		
<b>Faculty Association Graduate Committee</b>		
<input type="checkbox"/> Recommended	_____	Faculty Association Graduate Chair
<input type="checkbox"/> Not Recommended		
Comments:		
<b>Graduate Dean</b>		
<input type="checkbox"/> Recommended	_____	Graduate Dean
<input type="checkbox"/> Not Recommended		
Comments:		
<b>Academic Affairs Council</b>		
<input checked="" type="checkbox"/> Recommended (Category/ies _____)	 Assistant Vice President	2/28/08 Date
<input type="checkbox"/> Not Recommended (Category/ies _____)		
Comments:		
<b>Senior Vice President and Vice President for Academic Affairs</b>		
<input checked="" type="checkbox"/> Approved (Category/ies _____)	 Sr. Vice President / Vice Pres. Academic Affairs	3/28/08 Date
<input type="checkbox"/> Not Approved (Category/ies _____)		
Comments:		

## REDESIGN: Add or Delete Program Emphasis

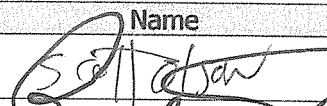



### Part A: General Information

<u>Institution</u>	Minnesota State University, Mankato
<u>Award</u>	Bachelor of Science degree
ISRS Program ID	Physical Education (Non-Teaching) --- 0579 Sport Management Option---0444
Full Program Name	PHYSICAL EDUCATION (Non-Teaching) - Bachelor of Science degree Sport Management Option
Current 8-digit program CIP Code <u>Inventory</u>	31.050100
<u>Effective Term/Year</u>	Fall/2008

### Part B1: Add Emphasis

Attribute	Proposed	
Full Emphasis Name		
Short Emphasis Name (up to 50 characters)		
<u>Emphasis Location(s)</u> (enter "ALL" if the emphasis is to be added at all locations)		
Emphasis (Proposed 6-digit CIP Code)		
Area of Curriculum	Credits in Existing Program	Credits with New Emphasis
<u>General Education</u>		
Prerequisites to the major that are not counted elsewhere		
Major: Core common to <u>all</u> emphases		
Major: Restricted electives, if any		
Major: Emphasis beyond the core		
Major: Unrestricted Electives, if any		
Minor, if any		
General electives		

September 24, 2007

Other graduation requirements			
<b>Total</b>			
<b>Part B2: Delete Emphasis</b>			
Attribute	Proposed		
Full Emphasis Name	Sport Management Option		
Current 8-digit emphasis CIP Code <i>Inventory</i>	31.050401		
Emphasis Location(s) (enter "ALL" if the emphasis is to be deleted at all locations)	Minnesota State University, Mankato		
<b>Part C: Evidence Required (Attachments)</b>			
Curriculum committee minutes documenting recommendation; include committee membership Consortial programs require verification (below) by all member institutions.			
<b>Part D: Verification</b>			
	Name	Email	Phone
Application Author	Dr. Jon Lim	Jon.lim@mnsu.edu	507-389-5231
Contact Person	Dr. Jon Lim	Jon.lim@mnsu.edu	507-389-5231
	Name	Signature	Date
Chief Academic Officer			3/28/08
President			3/28/08

NOTE: Please review and update articulation agreements that may apply to this program.

# Human Performance Department

DRAFT

## Proposal for Deleting PE Major (Non-Teaching) Sport Management Option

### **Rationale**

The purpose of this request is to delete a program option, "Physical Education (Non-Teaching) - Sport Management Option" because we are requesting to create a new program (Sport Management Major) from this program option. This proposal is contingent upon approval of the new program by the MnSCU.

**HUMAN PERFORMANCE DEPARTMENT MEETING MINUTES**  
**November 1, 2007 – 4:00 PM**

**PRESENT:** Suzannah Armentrout, Amy Bigaouette, Virginia Dahlstrom, Ken Ecker, Sherry Folsom-Meek, Chad Grabau, Cindra Kamphoff, Soonhwan Lee, Jon Lim, Theresa Mackey, Gary Rushing, Patrick Sexton, Savvy Thekkada  
Moderator: Kim Greer

1. **GOOD NEWS:**
  - a. Five seniors presented the Dance Dance Revolution at MAHPERD.
  - b. Cindra Kamphoff had a paper accepted for a journal.
  - c. The Scholarship Barbeque raised approx. \$2,000 for general scholarships.
  - d. Summer session profits for the department are \$47,000.
  - e. Every competency in pedagogy and DAPE was met.
  
2. **GOALS:** A couple of suggestions were made for the department goals for 2007-2008. Sherry Folsom-Meek suggested that on page 4, #8 “develop a “group advising” session to supplement individual advising” should read “develop “group advising” sessions to supplement individual advising” and that the sub-action step should be plural also— designate days. Pat Sexton questioned the timeline listings—should they be Fall 2007 or Ongoing. After discussion it was decided that items 8, 9, and 10 should be listed as “Each Semester”. Pat Sexton moved we accept the goals with the amendments listed made. Cindra seconded the motion. Unanimous.
  
3. **COACHING MINOR:** Chad reported on the work the Curriculum Committee has done and suggests written feedback from coordinators to make department meetings go easier. Gary Rushing reported that we are behind the times with the current coaching minor. Pat Sexton reported on the proposal stating that the intent is to remove the prerequisites for HP 371. Ginny Dahlstrom asked who the coaching minor is geared toward since it is not required by teaching majors. Gary stated that the MSHSL requires certification or courses in order to coach. They also offer a workshop over 2 weekends to receive certification. Suggestion was to table the coaching minor proposal and have the Curriculum Committee come up with a way to work together on the proposal. The next College Curriculum Committee meeting is mid-November and faculty thought we should follow the process even though we don’t get the proposal in until next semester. Gary Rushing moved we continue to work on the coaching minor and try to get approval and submission as soon as possible. Vote taken with Chad and Sherry abstaining. Gary will continue to work on HP 371 and issue will be brought up at next meeting.
  
4. **SPORT MANAGEMENT MAJOR:** Jon Lim stated intent to work on getting Sport Management listed as Sport Management Major. MNSCU and Academic Affairs said it was merely a name change. Jon made a motion to change the degree in sport management from a Physical Education Non-Teaching Degree with emphasis in Sport Management to a Sport Management Major. Question was asked if this was for both undergraduate and graduate degrees—answer is yes. Amy asked then why not have Exercise Science Major as

that degree. It was stated that Mary Visser wants to move in this direction also. Jon's motion was seconded by Cindra and carried.

5. **PROMOTION/TENURE**: Soonhwan Lee submitted his materials for promotion. It is understood that Mary Visser will also be submitting her materials for promotion. Due date for department recommendation to the Dean is early December. This will give the faculty 4-5 weeks to review the applications. Remember that the evaluations should be signed and dated in order to be counted.
6. **SEARCHES**: The position requests haven't been approved as yet but we should know the outcome in a couple of weeks. The only search that can proceed is the Probationary Exercise Science position that was a failed search. Mary Visser is the chair of this committee and Pat Sexton and Theresa Mackey are also on the committee. Since an outside member was needed for the committee, Suzannah Armentrout agreed to being a member of this committee also.
7. **SUMMER SESSION \$**: Department has received \$47,000 for the summer session profits. Gary asked department for recommendations on how to spend the money and stated that money should be spent to benefit the department as a whole. We definitely need to spend all of it to show our department's need. Pat Sexton suggested: (a) use for promotional purposes [banner, plasma screen tv, etc.], (b) table skirt, (c) desk display for conferences, and (d) equipment repair funds. Gary reminded all faculty that funds cannot be carried over to following year. Other suggestions were conference travel, research, GA's. Soonhwan suggested that we develop a priority for the funds such as 20% for research, 20% for conference, etc. After discussion it was moved by Pat Sexton that the Research Committee be morphed into the Summer Session Spending Committee. Motion seconded and approved. Committee members are: Pat Sexton, Soonhwan Lee, Sherry Folsom-Meek, Mary Visser, and Cindra Kamphoff.
8. **COMMITTEE REPORTS**: Social Committee has had a picnic and coffee hour so far this year. Also organized the "BOO" event. Professional Development Committee: Pat Sexton reported that a standardized format for easier review was developed as talked about at the retreat and he would like to see it used this fall. Basically it's a rubric and has an area for comments. If you have any suggestions to improve the form please let Pat Sexton know.
9. **PROGRAM REVIEWER**: Reviewer selected is Dr. Dennis Docheff from Central Missouri State University. Gary sent out a questionnaire to everyone that he would appreciate back so he can send the information to Dennis by early December.
10. **GRADUATE ASSISTANTS**: Gary would like to see the department reach the 600 level and suggests we use graduate assistants to possibly teach other activity courses. If we don't reach this level we will lose some release time. Faculty thought this would be a good idea and would look good on GA's resume.

Meeting adjourned at 5:30 PM.

**From:** Wilcox, Stephen E  
**Sent:** Wednesday, March 05, 2008 10:57 AM  
**To:** Lim, Yean Sub  
**Subject:** Financial Planning minor  
Jon,

Kim  
#278

It was nice talking to you this morning about the Financial Planning minor. The Department of Finance encourages the Department of Human Performance to consider the Financial Planning minor as one of the required minors for the Sports Management option for the B.S. degree (non-teaching) in Physical Education. My Department believes that we currently have the resources and staff to handle the additional student demand if you do decide to add Financial Planning to your list of possible minors. This, of course, is subject to change. But for the foreseeable future, the Department of Finance believes we can accommodate the needs of your program.

Sincerely,

Steve

Stephen E. Wilcox, Ph.D., CFA  
Professor of Finance and Department Chair  
150 Morris Hall  
Minnesota State University, Mankato  
Mankato, MN 56001  
507-389-5344 (Phone)  
507-389-5497 (Fax)  
stephen.wilcox@mnsu.edu  
www.business.mnsu.edu/wilcox

**From:** Smayling, Miles  
**Sent:** Thursday, March 06, 2008 1:41 PM  
**To:** Lim, Yean Sub  
**Subject:** FW: Help!

Kim  
#278

Hi,

The Management Department approves of the idea of listing a Human Resource Management minor as an option for Sports Management majors.

Miles Smayling  
Chair, Management Department

**From:** Bowyer, Shane  
**Sent:** Wednesday, March 05, 2008 8:52 AM  
**To:** Smayling, Miles  
**Subject:** FW: Help!

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**From:** Lim, Yean Sub  
**Sent:** Tuesday, March 04, 2008 5:51 PM  
**To:** Bowyer, Shane  
**Subject:** FW: Help!

Hi Shane,

Could you help me with the following matter? Would you ask your department chair if the sport management program can include the Human Resource Management minor on the list of acceptable minors for the Sport Management degree? If the chair person is okay with it, then I need a memo or an email indicating that the chair person is aware and is OK with the inclusion. Thanks,

Jon

**From:** Cronn-Mills, Daniel  
**Sent:** Tuesday, March 04, 2008 5:35 PM  
**To:** Lim, Yean Sub  
**Cc:** Visser, Mary F; Nickerson, Ronald G  
**Subject:**

Jon,

Thanks for the updated memo on the minors for the Sports Management program. Unfortunately, when UCAP reviewed the memo today a new question arose. Here's the situation. The new list of acceptable minors includes minors not on the list in the current bulletin. Do the new programs which provide those minors know they are on the Sports Management acceptable-minors list? Others those departments may get a number of students who want/need their courses and they haven't planned for those enrollment numbers.

All UCAP needs is a memo (an e-mail is sufficient) from the affected department chairs indicating that they are aware and are OK with their inclusion on the list of acceptable minors.